

**EMPIRE VILLAGE PLANNING COMMISSION  
PUBLIC HEARING AND REGULAR MEETING MINUTES  
TUESDAY, APRIL 5, 2022**

The Empire Village Planning Commission (PC) held a regular meeting on Tuesday, April 5, 2022.

Schous opened the meeting at 7:00 PM.

ROLL CALL –Maggie Bacon, John Collins, Bob Chase, Peter Schous, John Lambkin, Chris Webb and Phil Deering present.

**APPROVAL OF MINUTES – Motion by Chase, supported by Webb to approve March 01, 2022 regular meeting minutes as presented. All in favor, MOTION PASSED.**

TREASURER’S REPORT – None.

ADDITIONS/CHANGES TO THE AGENDA – Bacon added Transportation Plan to old business. Schous added Master Plan to new business.

CONFLICT OF INTEREST – None

PUBLIC COMMENTS & CORRESPONDENCE – Glenn Doyle commented on the South Bar Lake Drainage District. There is a drainage district meeting scheduled for April 14<sup>th</sup> that the Drain Commissioner and Engineer will review design options for the outlet at South Bar Lake and take public comment.

ZONING ADMINISTRATOR’S REPORT – None.

UNFINISHED BUSINESS

Mass Gathering Ordinance No. 119

- PC members suggested all language referencing *license* should be changed to *permit* throughout the application, fee schedule and ordinance.
- Acton recommended removing the application fee amount from the ordinance and add language that Village Council shall establish a fee schedule and from time to time it will be updated by resolution of the Village Council.
- Bacon summarized her recommendations on Section 2.4, paragraph 1.
- Deny the mass gathering permit based on ~~significant~~ evidence.
- PC members recommended making the term Village Enforcement Officer consistent throughout the document. (Enforcement officer, Village’s Enforcement officer, etc.)
- His/her to be changed.
- Civil Infraction Ordinance to be referenced as No. 107 and 149.
- Collins commented on 2.1 (promoting an event prior to being awarded a permit). Consensus to leave in the ordinance.
- Page 5, 2.5 question on ‘estimated’ costs. Change language to Bacon recommendation.
- Bond amount based on the Village Schedule of Fees. (Remove amount from ordinance).
- Enforcement Officer may require the application to post a ~~two thousand dollar (\$2,000.00)~~ performance bond, based on the developed fee schedule.

- Page 4 – 3<sup>rd</sup> line, missing ‘be’. The proposed mass gathering event will *be* compatible.
- Section 2.6 – Discussion to change *any* in this section.
- Bacon will forward changes to Grobbel for the next draft.

#### Transportation Plan Update 2022

Bacon reviewed the status of the Village Council approving the distribution of the 2022 Transportation Plan for comment. Notification of the update has been sent out to the necessary entities and the comment period will end June 24<sup>th</sup>.

#### NEW BUSINESS

##### Elections of Officers

Discussion by Webb inquiring about the Treasurer role. Bacon stated that the PC has the ability to change the bylaws. She also stated that there is justification to provide the Treasurer Report to the Planning Commission.

**Motion by Bacon, support by Deering to appoint the current slate of officers to the planning Commission for the next year. All ayes, MOTION PASSED.**

##### Master Plan

Schous brought up a conversation from President Davis to change details in the Master Plan, i.e., moving the music amphitheater to Shalda Park. Bacon noted that the master plan should not be as prescriptive to say where a project should be installed. The next time the master plan will be updated will be in 2025, unless there is an amendment.

PUBLIC COMMENT – None.

COMMITTEE AND VILLAGE COUNCIL REPORTS – Bacon reported that the drainage district is having the meeting on Thursday. The village council meeting has been moved to Wednesday to accommodate the draining district meeting.

PUBLIC COMMENT – None.

PLANNING COMMISISON MEMBERS AND CHAIRPERSON COMMENTS – None.

ADJOURNMENT – There being no further business, Schous moved that the meeting be adjourned at 8:19 pm.

Respectfully submitted,

Alacia Acton  
Recording Secretary

*These minutes were approved at the May 3, 2022, Village of Empire Planning Commission regular meeting.*